**City of Seattle**
Edward B. Murray
Mayor

March 13, 2017

Dear Building Owner and/or Manager,

Beginning in 2017, the Seattle Fire Department (SFD) will be improving the process for documenting and tracking your building's fire and life safety systems, such as fire alarms and sprinklers. These systems are among the most important components in any building type for preserving lives, protecting property, and providing safety to first responders. To ensure these systems are functional, the Fire Code requires systems to be maintained in good working condition and tested annually.

SFD has selected a private company, Brycer, to significantly improve SFD's ability to track and drive code compliance. Brycer's online tool, The Compliance Engine, is a web-based third party inspection reporting service.  Information about The Compliance Engine (TCE) can be found at this website link: www.thecomplianceengine.com. Accurate and timely inspection reporting, combined with this new tracking capacity, will reduce false alarms and expedite the repairs of fire protection systems, helping ensure the SFD mission of saving lives and protecting property for all who live, work, visit, or do business in Seattle.

In Washington State, the Brycer Compliance Engine program has already been implemented within the cities of Bellevue, Mercer Island, Shoreline, and Redmond, and also in West Pierce County and Clark County.

As of July 1, 2017, companies providing inspection and maintenance services in Seattle will be required to register and submit all fire and life safety system test reports via TCE's online system at www.thecomplianceengine.com. Reports must be submitted within one week of the inspection or maintenance completion. Systems with impairments will still be reported immediately using the current process.

There will be a $30 filing fee associated with the submission of each report, per system, per year, except for hood systems which is per every six-month service.  Your service provider (the company you hire to do the testing and maintenance on your building's fire protection systems) is responsible for collecting these fees from their clients, administering the reporting requirements, and then submitting payments along with test reports.  These fees pay for the vendor program and will offset the costs of a new Lieutenant-Prevention Inspector position that will work with building owners/managers and testing companies to assess and resolve any compliance cases.

It is the Seattle Fire Department's goal that this closer partnership and oversight of systems testing will improve life safety and protect property for all who live, visit, and conduct business in Seattle – the mission of the Seattle Fire Department.

There are a variety of resources for building owners and managers who want to learn more about this new program:

- **Town Hall with the Fire Marshal**
  Mark your calendar for a town hall with the Fire Marshal on May 3, 2017, from 1-2:30 p.m.  If you would like more information on attending, please contact Karen Grove at Karen.Grove@seattle.gov.

- **Systems Testing Information Sheet**
  Find out more in the information sheet online at www.seattle.gov/fire/FMO/feechanges/ SystemsTestingReportingSummary2017.pdf.

- **Additional Information about the July 1, 2017 Test Report Submittal Requirements**
  For additional information about the requirements taking effect July 1, 2017, please see Administrative Rule 9.02.17, particularly section 5, available at http://www.seattle.gov/fire/FMO/firecode/adminRules.htm

You may also contact the Systems Testing Lieutenant at (206) 386-1450 or by email at SFD_FMO_SystemsTesting@seattle.gov.

Thank you in advance for your partnership in this important fire and life safety initiative.

Respectfully,

Harold D. Scoggins, Fire Chief
Seattle Fire Department

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